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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 1 July 1958

FROM : Chief, Operations Support Faculty

SUBJECT: Weekly Report No. 26, 24 June - 1 July 1958

1. The special running of Administrative Procedures was completed on 27 June. We are happy to report that the students did very well. The group was most cooperative. Their eagerness to learn and their appreciativeness of our efforts in bringing the course to them were indeed gratifying. It was a pleasure to work with them.

2. Plans regarding the long range training program for the incoming Junior Officer Trainees do not seem to cover any training in the support field. [] discussed this matter with [] on an informal basis and [] suggested that he review any materials that Mrs. [] felt were applicable in the [] operations program. Instructors on this staff will be made available for specialized coverage.

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EB is following
turn on this.
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Actually we would like to have consideration given to the idea of having the [] of Operations Support included in their curriculum, preferably prior to the course [] Basic as some of these subjects may seem, they are, nevertheless, indispensable to every day work. This view is shared by the majority of personnel in DD/P who have been directly connected with operations and, in fact, has been emphasized during our recent talks with returned Station Chiefs relative to the proposed Station Chief Seminar.

The fact that originators are now responsible for initiating carding requirements on dispatches; that the Director still finds it necessary to speak about the composition of cables; that top operational people are now concerning themselves with DD/P records and many other facets of our normal work, would seem to indicate the need for personnel being thoroughly familiar with the "nuts and bolts" phase of our activities if their education is to be well-rounded in fact as well as in theory.

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3. [] is now reviewing the film scripts and the test questions. An explanation for the non-applicability of each wrong answer is being written in addition to the reasons for each correct answer. These explanations will be passed upon by the faculty prior to their use in the classroom. The purpose of this review is to promote maximum efficiency in the use of films as a teaching technique.

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4. [] has returned from military leave.



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- good personality, slow mind. He has a lot to learn, but

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is fairly confident he can get on top of the material in time.

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- moving fast & intelligent. Will "take" the next Ops Support.

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